

**PROCEEDINGS OF THE BROWN COUNTY
PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE**

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the **Brown County Planning, Development & Transportation Committee** was held on Monday, September 27, 2010 in Room 161 of the AG & Extension Center, 1150 Bellevue Street, Green Bay, WI

Present: Norb Dantinne, Bernie Erickson, Mike Fleck, Dan Haefs, Dave Kaster
Also Present: Brian Lamers, Ray Smith, Steve Dantoin – Hwy Dept
Chuck Lamine, Cole Runge, Bill Bosiacki, Cathy Williquette,
Jeff DuMez, Chuck Larscheid, Mark Walter,
Aaron Oppenheimer-Bellevue;
Sarah Burdette/Jeff VanStraten/Scot Bosteau-Ledgeview
Supervisor Guy Zima

I. **Call Meeting to Order:**
The meeting called to order by Chairman Bernie Erickson at 6:14 p.m.

II. **Approve/Modify Agenda:**
Eliminate #'s 7 & 16

Motion made by Supervisor Dantinne and seconded by Supervisor Fleck to approve the agenda as amended. MOTION APPROVED UNANIMOUSLY

III. **Approve/Modify Minutes of August 30, 2010:**

Motion made by Supervisor Fleck and seconded by Supervisor Dantinne to approve. MOTION APPROVED UNANIMOUSLY

1. **Review Minutes of:**
- a. Harbor Commission (July 19, 2010)
 - b. Planning Commission Board of Directors (August 4, 2010)
 - c. Solid Waste Board (July 26, 2010)
 - d. Transportation Coordinating Committee (March 8, 2010)

Motion made by Supervisor Dantinne and seconded by Supervisor Fleck to suspend the rules and receive and place on file 1a, b, c, & d. MOTION APPROVED UNANIMOUSLY

Communications:

2. **Communication from Supervisor Fewell re: Review the speed limit of 45 mph on Shawano Avenue in the Village of Howard with consideration to reduce the speed limit on 1.9 miles of Shawano Avenue to 35 mph. *Held until September for further report***

Brian Lamers indicated that a study of this stretch of Shawano Avenue does not meet conditions which warrant a reduction in speed. Supervisor Erickson,

however, stated that he drove the road and found it to be in very ill repair and suggested the speed be lowered until repairs are completed.

Motion made by Supervisor Haefs and seconded by Supervisor Dantine to receive and place on file. MOTION APPROVED UNANIMOUSLY

3. **Communication from Supervisor Kaster re: Review all fees or the fee schedule for any and all work done by County Planning or Highway Department. *Referred from September County Board***

Supervisor Kaster asked how fee schedules are established by County Planning and the Highway Department. Both Brian Lamers and Chuck Lamine explained the way fees are charged, that it is many times a cooperative effort between communities and also within the guidelines of the State government.

Motion made by Supervisor Haefs and seconded by Supervisor Fleck to receive and place on file. MOTION APPROVED UNANIMOUSLY

4. **Communication from Supervisor Kaster re: Review statements sent out by the Highway or Planning Departments for work done by the County and shared by cities, villages, or towns. *Referred from September Board.***

Supervisor Kaster stated that many of the statements sent to the Village of Bellevue from the Highway Department are not itemized and he is unable to answer questions asked by the Bellevue Board. Brian Lamers explained that they can be complicated as they include payroll, labor, and equipment reports. He does have an extensive breakdown of all work that is done available. A suggestion was made that Highway staff meet with the Village of Bellevue staff to better understand their concerns.

Kaster also questioned the use of Highway employees who are hired to do snow plowing, then are used for summer work that he opined could be contracted out or done for less.

Lamers explained that many of the towns and villages contract with the county for snow plowing, road repair, etc., stating that if this work was contracted out to someone else, they would most likely pay more. Supervisor Dantine also indicated there would be no connectivity if work of this kind is not done on a county wide level.

Motion made by Supervisor Dantine and seconded by Supervisor Fleck to refer to Highway staff and Bellevue staff to schedule a meeting to discuss and better define statements sent to Bellevue for work done by the County in their Village. MOTION APPROVED UNANIMOUSLY

5. **Communication from Supervisor Kaster re: Review the policy regarding road reconstruction, road maintenance, chip sealing, snowplowing, and the cutting of grass along County trunks and explore the contracting of such services. *Referred from September County Board***

Supervisor Kaster stated that he would like to see many of the highway road projects sent out for bid, questioning how communities know they are getting the best price of the 50/50 split. Lamers explained that parts of the road projects are bid out, those involving engineering, concrete, and asphalt, with County staff usually responsible for base work and landscaping. Kaster also questioned why there is not more chip sealing done, noting that this process is used in other counties.

In addition, Kaster indicated he has had many complaints regarding maintenance of medians throughout the county. Lamers explained they are cut approximately every three weeks, or 6 to 7 times a season. He asked Kaster for a list of those areas in Bellevue which have not been maintained to their satisfaction.

Motion made by Supervisor Haefs and seconded by Supervisor Kaster to refer to October budget meeting. MOTION APPROVED UNANIMOUSLY

Capitol Improvement Plan:

6. **2011 Capital Improvement Program (CIP)**
 - a. **Airport**
 - b. **Highway**
 - c. **Port & Solid Waste**

CIP plans for the above three departments were reviewed. As noted in the communication from Ellen Sorensen, Director of Administration, this information is for planning purposes only and does not obligate the County to spend money.

Motion made by Supervisor Haefs and seconded by Supervisor Fleck to receive and place on file. MOTION APPROVED UNANIMOUSLY

7. **Resolution re: Adopting Brown County's 2011 Five-Year Capital Improvement Plan. *Referred from September County Board***
Eliminated from this agenda. Referred to Executive Committee

Register of Deeds:

8. **Budget Adjustment Request (#10-98): Increase in expenses with offsetting increase in revenue:**

Cathy Williquette explained that this request is an allocation of \$150,000 from charges and fees records redaction for contracted services related to Social Security numbers from real estate accounts. The fee of \$5 per document was implemented in June with the enactment of Wisconsin Act 314. Williquette stated that legislation allows collection of the fee only if used to redact Social Security numbers. The amount for contracted services will be equal to or less than the amount collected.

Motion made by Supervisor Dantine and seconded by Supervisor Fleck to approve. MOTION APPROVED UNANIMOUSLY

9. **Budget Status Financial Report for August 2010:**
At this time cost all categories are within budget.

Motion made by Supervisor Fleck and seconded by Supervisor Haefs to receive and place on file. MOTION APPROVED UNANIMOUSLY

Port & Solid Waste:

Chuck Larscheid introduced Mark Water as the newly hired Facility Manager.

10. **Budget Adjustment Request (#10-102): Increase in expenses with offsetting increase in revenue:**

Chuck Larscheid explained this request involves single stream revenues which are estimated to total \$600,000 in 2010. This is an increase from the budgeted \$335,204 and should be increased by \$254,896. 90%, or \$450,000, of the single stream revenues are to be returned to Port and Solid Waste's recycling customers as a rebate. The rebate account has \$0 budgeted but should be increased to \$540,000 to account for the expected expenditures.

Motion made by Supervisor Haefs and seconded by Supervisor Dantine to approve. MOTION APPROVED UNANIMOUSLY

11. **Flint Hills Assignment of 1990 and 1996 Dockwall Leases – Request for Approval:**

Chuck Larscheid recommended the Flint Hills Dockwall Lease be approved.

Motion made by Supervisor Haefs and seconded by Supervisor Fleck to approve. MOTION APPROVED UNANIMOUSLY

12. **ENCAP Sediment Beneficial Reuse Project Non-Disclosure Agreement – Request for Approval:**

This Confidentiality Agreement between ENCAP and Brown County involving the manufacture and sales of mechanically modified soil products was recommended for approval.

Motion made by Supervisor Fleck and seconded by Supervisor Haefs to approve. MOTION APPROVED UNANIMOUSLY

13. **East Landfill Bid Tab for Furnishing and Installing Gas Blower – Request for Approval:**

Bids to furnish and install a gas blower at the East Landfill were received from Reeke-Marold Company, August Winter & Sons, and Unison Solutions. A recommendation was made to accept the low bid of August Winter & Sons in the amount of \$38,400.

Motion made by Supervisor Dantine and seconded by Supervisor Fleck to approve the low bid of August Winter & Sons in the amount of \$38,400. MOTION APPROVED UNANIMOUSLY

14. **Solid Waste Budget Status Financial Report for August 2010:**

Larscheid reported that the Solid Waste budget is in line for this time of year. A list of possible 5% budget cuts was distributed and is attached.

Motion made by Supervisor Haefs and seconded by Supervisor Dantine to receive and place on file. MOTION APPROVED UNANIMOUSLY

15. **Port Budget Status Financial Report for August 2010:**

The 2010 budget is on track for this time of the year. A list of possible 5% budget cuts was distributed and is attached.

Motion made by Supervisor Haefs and seconded by Supervisor Fleck to receive and place on file. MOTION APPROVED UNANIMOUSLY

16. **Waste Gasification Agreement with Oneida Seven Generations Corp – Request for Approval: Eliminated from Agenda**

17. **Director's Report:**

Larscheid updated the committee on the following activities during the last reporting period:

- Waste Gasification Project
- Sediment from Bay Port Site
- Gas to Energy
- Sale of VandeHei Farm

Household Hazardous Waste Awareness Week will be held the week of October 4th. A schedule of dates and times, along with an explanation of what will be collected, is attached.

Motion made by Supervisor Dantine and seconded by Supervisor Haefs to receive and place on file. MOTION APPROVED UNANIMOUSLY

Planning & Land Services:

Land Information

18. **Ordinance re: Proposed Ordinance for Brown County, WI Land Information Council to be codified as 3.081 Brown County Code of Ordinances:**

Chuck Lamine explained that this ordinance will become part of the Brown County Code of Ordinances as it relates to the formation of the Land Information Council.

Motion made by Supervisor Dantine and seconded by Supervisor Fleck to approve. MOTION APPROVED UNANIMOUSLY

19. **Approval of the Brown County Land Records Modernization/Land Information 5-Year Strategic Plan:**

Jeff DuMez, Land Information Office Coordinator, addressed the committee regarding the above mentioned 5-year strategic plan, stating that the goal is to update Brown County's Plan for Land Records

Modernization and GIS and to ensure that key program functions of the County are supported.

Motion made by Supervisor Fleck and seconded by Supervisor Dantine to approve. MOTION APPROVED UNANIMOUSLY

Planning Commission:

20. Grant Application Review (#10-21): Shoreland Wetlands GIS Refinement and Delineation:

This grant, in the amount of \$30,000, will refine the WDNR wetland maps for purposes of administering the county's shoreland wetlands ordinance and environmentally sensitive area regulations. It will pay for staff to perform the geographic information system (GIS) mapping, coordination with the WDNR, and dissemination to the public. Refined wetlands will more accurately reflect actual field conditions, thereby improving the efficiencies of private development, private construction, and county reviews.

Motion made by Supervisor Haefs and seconded by Supervisor Dantine to approve. MOTION APPROVED UNANIMOUSLY

- 21. Grant Application Review (#10-22): Brownfield Assessment Grant:**
This grant application, in the amount of \$200,000 over 3 years, would be used to prepare Phase I and II environmental site assessments on properties identified by Brown County and local municipalities that are vacant or under utilized due to potential contamination from hazardous substances. This would be the first step in cleaning up the sites and moving them to sites ready for redevelopment and higher uses than presently occupy the sites.

Motion made by Supervisor Haefs and seconded by Supervisor Kaster to approve. MOTION APPROVED UNANIMOUSLY

- 22. Budget Status Financial Report for August 2010:**
All categories are progressing as anticipated and are at or near expectations.

**Motion made by Supervisor Haefs and seconded by Supervisor Fleck to receive and place on file.
MOTION APPROVED UNANIMOUSLY**

Property Listing:

- 23. Budget Status Financial Report for August 2010:**
This budget also shows that all categories are at anticipated levels.

**Motion made by Supervisor Haefs and seconded by Supervisor Dantine to receive and place on file.
MOTION APPROVED UNANIMOUSLY**

Zoning:

24. **Update regarding the implementation of the Private Onsite Wastewater Treatment System Maintenance Program for the remaining Pressure and Holding Tank Systems:**

Bill Bosiacki updated the committee on the implementation of the POWTS maintenance program. Those property owners who have not responded to the October 1 deadline will be sent a second notice informing them of an extension until November 5, 2010. Failure to comply will result in referral to the Brown County Corporation Counsel.

Motion made by Supervisor Kaster and seconded by Supervisor Fleck to receive and place on file.
MOTION APPROVED UNANIMOUSLY

25. **Budget Status Financial Report for August 2010:**
Bosiacki indicated that all categories are progressing as anticipated.

Motion made by Supervisor Dantine and seconded by Supervisor Haefs to receive and place on file.
MOTION APPROVED UNANIMOUSLY

Highway:

26. **Budget to Actual for August 2010:**
Reports included in packet material relative to maintenance, machinery, shop and building, administration and supervision costs were noted.

Motion made by Supervisor Dantine and seconded by Supervisor Haefs to receive and place on file. MOTION APPROVED UNANIMOUSLY

27. **Ordinance re: Dealing with Revision of Speed Zone on County Highway T – Town of Eaton:**

The Town of Eaton has been contacted regarding the speed zone on County Highway T and given their approval of the ordinance.

Motion made by Supervisor Haefs and seconded by Supervisor Fleck to approve. MOTION APPROVED UNANIMOUSLY

28. **Final Design and Measurements of Highway GV with possible action. *Referred back to Committee as per the September County Board:***

Supervisor Haefs stated that because both the Village of Bellevue and Town of Ledgeview Boards have approved the final design of Highway GV and in his opinion the County has given the plan due diligence, recommended the plan be approved as submitted.

Motion made by Supervisor Haefs and seconded by Supervisor Fleck to approve the plan for Highway G as submitted and agreed to by the Village of Bellevue and Town of Ledgeview.

Motion made by Supervisor Haefs, seconded by Supervisor Kaster to suspend the rules to allow interested parties to speak.

MOTION APPROVED UNANIMOUSLY

Jeff VanStraten – Chairman, Town of Ledgeview

Reiterated that both Ledgeview and Bellevue have worked together and have come to an agreement to approve the present plan.

Victor Hoffman – Monroe Road

Stated that although he is not against the design, does not like the fact that it will be only 19 feet from his house as he does not feel safe. He indicated that for the past many years he made no improvements to his home because it was his understanding that when the road was widened, his home would be demolished and purchased by the County. When asked what would be an acceptable distance from the road, Mr. Hoffman stated he could live with 30 feet.

Patty Harris – Monroe Road

Ms. Harris also lives in a close proximity to the planned roadway. She expressed concerns with the speed limit. When asked if she would be able to keep her second driveway, Brian Lamers did not think it would be an issue but agreed to check further and get back to her.

Motion made by Supervisor Haefs, seconded by Supervisor Fleck to return to regular order of business. MOTION APPROVED UNANIMOUSLY

Chuck Lamine indicated that a recent meeting was held with the residents near the roadway, issues were addressed, and it was his understanding the neighborhood was more comfortable with the design.

Highway Engineers Steve Dantoin and Ray Smith explained how the swales would work to carry water away and how more efficient they will be than the ditches of the past. Pictures of the various homes along the route and their proximity to the roadway were distributed and are attached. Dantoin stated that when including the swale (a grassy area) Mr. Hoffman would be 27.6 feet off the right of way.

Supervisors Kaster and Zima were of the opinion that the 20 foot median was too wide, although both Chuck Lamine and Cole Runge explained the safety the wider median would provide.

Motion made by Supervisor Kaster to approve without the 20 foot median, having only with left turn lanes at corners. No Second. MOTION FAILS

Supervisor Fleck expressed concern for Mr. Hoffman and his situation, suggesting that the County consider purchasing the house, but not the property if an agreement can be reached.

Motion made by Supervisor Fleck, seconded by Supervisor Dantine to suspend the rules to allow interested parties to speak.

MOTION APPROVED UNANIMOUSLY

Aaron Oppenheimer – Administrator, Village of Bellevue

Asked and was given confirmation that the purchase of Victor Hoffman's home would be at the expense of Brown County only and not that of Bellevue or Ledgeview.

Motion made by Supervisor Haefs, seconded by Supervisor Fleck to return to regular order of business. MOTION APPROVED UNANIMOUSLY

Motion made by Haefs, seconded by Fleck was amended by Supervisor Fleck, seconded by Supervisor Kaster to approve the plan for Highway GV as agreed to by Bellevue and Ledgeview if the County can reach an agreement to purchase the home of Victor Hoffman (not the property) at a cost to Brown County only. MOTION APPROVED UNANIMOUSLY

29. **Director's Report:**
No further report was given.

Airport:

30. **Budget Status Financial Report for August 2010:**

Motion made by Supervisor Haefs and seconded by Supervisor Dantine to receive and place on file. MOTION APPROVED UNANIMOUSLY

UW-Extension – No Agenda Items

Other:

31. **Audit of Bills:**

Motion made by Supervisor Haefs, seconded by Supervisor Fleck to approve payment of bills. MOTION APPROVED UNANIMOUSLY

- 32 **Such Other Matters as Authorized by Law:**
October Meeting – Budget & Regular – Monday, October 25, 2010
November meeting to be held at the Airport

Motion made by Supervisor Dantine and seconded by Supervisor Fleck to adjourn at 9:00 p.m. MOTION APPROVED UNANIMOUSLY

Respectfully submitted,

Rae G. Knippel
Recording Secretary

2011 BUDGET POSSIBLE 5% BUDGET CUTS FORM

Department: Port Area of Port and Solid Waste Department _____

List possible cuts below in order of priority for your total expenditure budget to be reduced by 5% should this be necessary:

PRIORITY	LINE ITEM	AMOUNT	DESCRIPTION
1	Professional Services – Bylsby Avenue property	\$10,000	Decrease professional services to develop Bylsby Avenue property to make it useable for leasing as material storage for Port of Green Bay customers.
2	Advertising	\$3,000	Advertising the Port of Green Bay's activities and potential for growth to potential port customers and the general public.
3	Periodicals	\$745	Professional magazines to keep staff updated on commercial waterborne transportation issues.
4	Dues American Association of Port Authorities	\$6000	One year suspension of dues and membership.
5	Travel and Conference	\$2,000	Travel to Washington D. C. for legislative lobbying for port issues and to American Great Lakes Port Association conferences for 1 person.
6	Port Symposium	\$3,000	Annual port information meeting for customers, terminal operators and area political leaders.
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16	TOTAL		
TOTAL		\$24,745	Port Area 2011 Budget (less grants) = \$24,595

2011 BUDGET POSSIBLE 5% BUDGET CUTS FORM

Department: Solid Waste Area of Port and the Solid Waste Department _____

List possible cuts below in order of priority for your total expenditure budget to be reduced by 5% should this be necessary:

PRIORITY	LINE ITEM	AMOUNT	DESCRIPTION
1	Reduce Waste Transfer Station hours to 8 hrs per week-day	\$4,724	Current schedule pays comp time (requires employing another employee to make up the time) .75 hours per day or \$4,724 per year.
2	Reduce Travel/Conference	\$800	Reduce Travel/Conf expenses for 2 Solid Waste Technicians to annual 3-day Solid Waste Winter Conference
3	Eliminate bottled water at Transfer Station Scale-house	\$265	BE's Water service for water cooler.
4	Discontinue or decrease subsidizing the Household Hazardous Waste Program	\$197,210	Brown County administers a Household Hazardous Waste Program whose operation is subsidized by Brown County Port and Solid Waste, the Green Bay Metropolitan Sewerage District, the Oneida Tribe of Indians and rural Brown County communities. Brown County pays the largest subsidy.
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TOTAL		\$202,999	

PORT AND SOLID WASTE DEPARTMENT

Brown County

2561 SOUTH BROADWAY
GREEN BAY, WI 54304

PHONE: (920) 492-4950

FAX: (920) 492-4957

CHARLES J. LARSCHIED

PORT AND SOLID WASTE DIRECTOR

DATE: September 27, 2010

TO: All Media

FROM: Mark Walter (920) 492-4965
Facility Manager

RE: 2010 Household Hazardous Waste Awareness Week

*** **FOR IMMEDIATE RELEASE** ***

The Week of October 4th has been declared **Household Hazardous Waste Awareness Week**. Proper disposal of those wastes considered flammable, corrosive, toxic and reactive is important because these materials can cause harm to children, pets, wildlife and the environment. Material such as paint, stain, solvents, cleaners, pesticides, batteries, aerosols, antifreeze, computers, electronics, fluorescent bulbs, etc. can be dangerous alone or when mixed together.

To celebrate this special week, the Brown County HHW Facility will begin a new program to collect information media (VHS & Beta tapes, CDs, DVDs, tapes, diskettes, disks, etc.) for secure disposal. We will hold special collection hours during the week:

Tuesday, October 5th	8 am – 3 pm
Wednesday, October 6th	8 am – 3 pm
Thursday, October 7th	8 am – 6 pm
Friday, October 8th	8 am – 3 pm
Saturday, October 9th	8 am – 2 pm

While there is a small fee for computer and electronic recycling, there is no charge for Brown County residents to properly dispose of other types of hazardous waste.

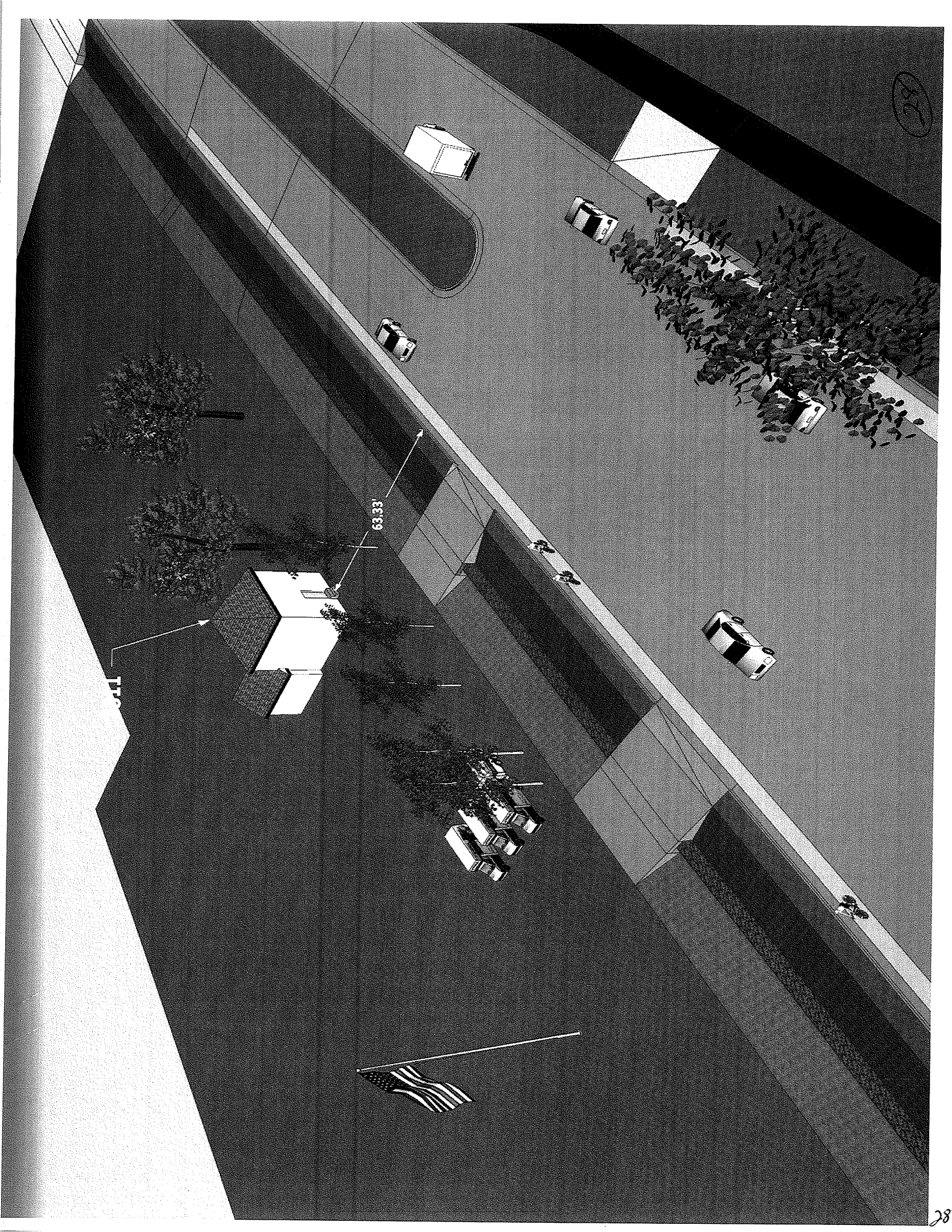
The Brown County HHW Facility is located at 2561 South Broadway in the Village of Ashwaubenon. The facility is normally open to the public Thursdays 12 Noon to 6 pm and Saturdays 8 am to 2 pm. Brown County residents may contact the Recycling Hotline at the Brown County Library by calling (920) 448-4400, Option 3 or contact your local municipal office.

Business and farm material are accepted by appointment only.

Please call (920) 492-4950 or visit our website:

<http://www.co.brown.wi.us/departments>

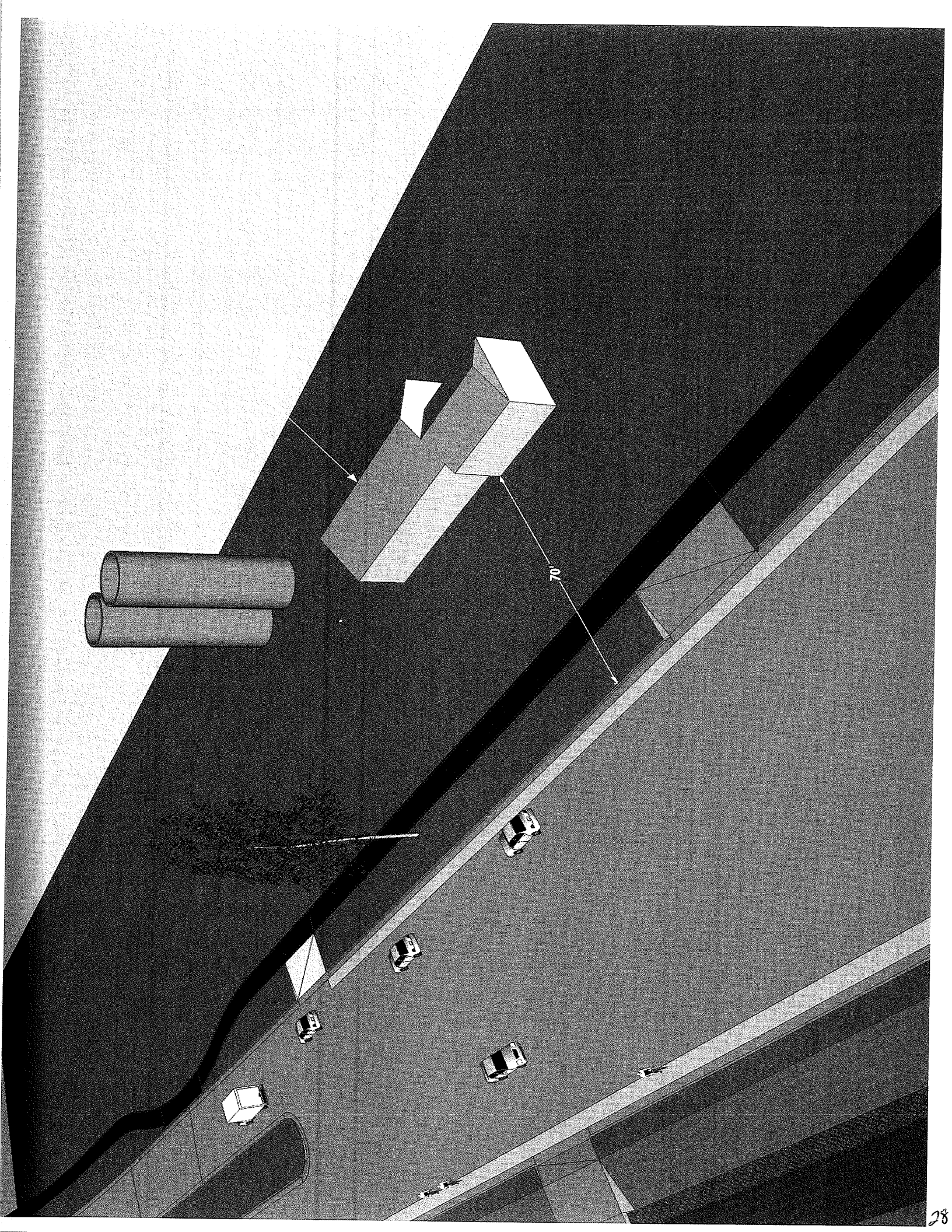
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then "Household Hazardous Waste"

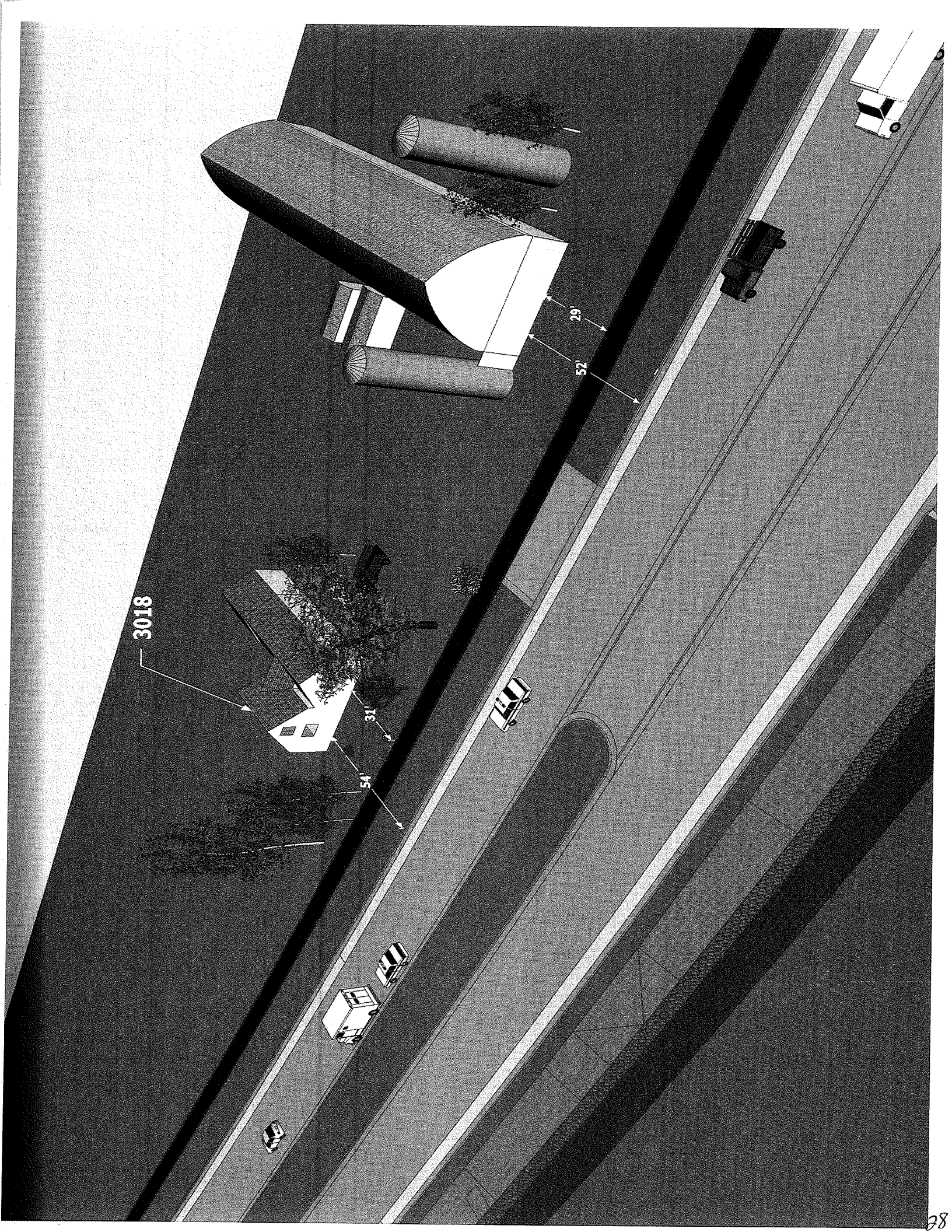


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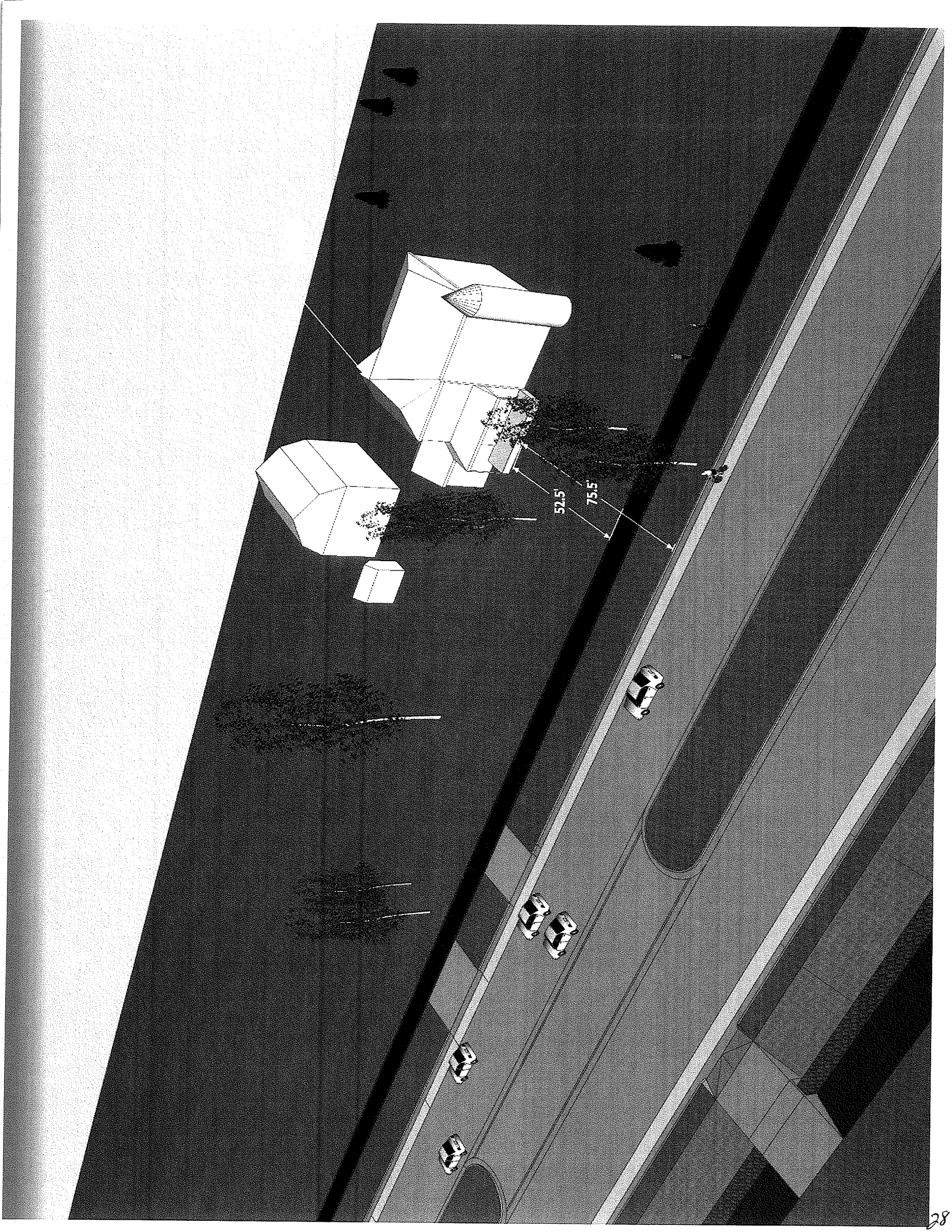
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2989

2977

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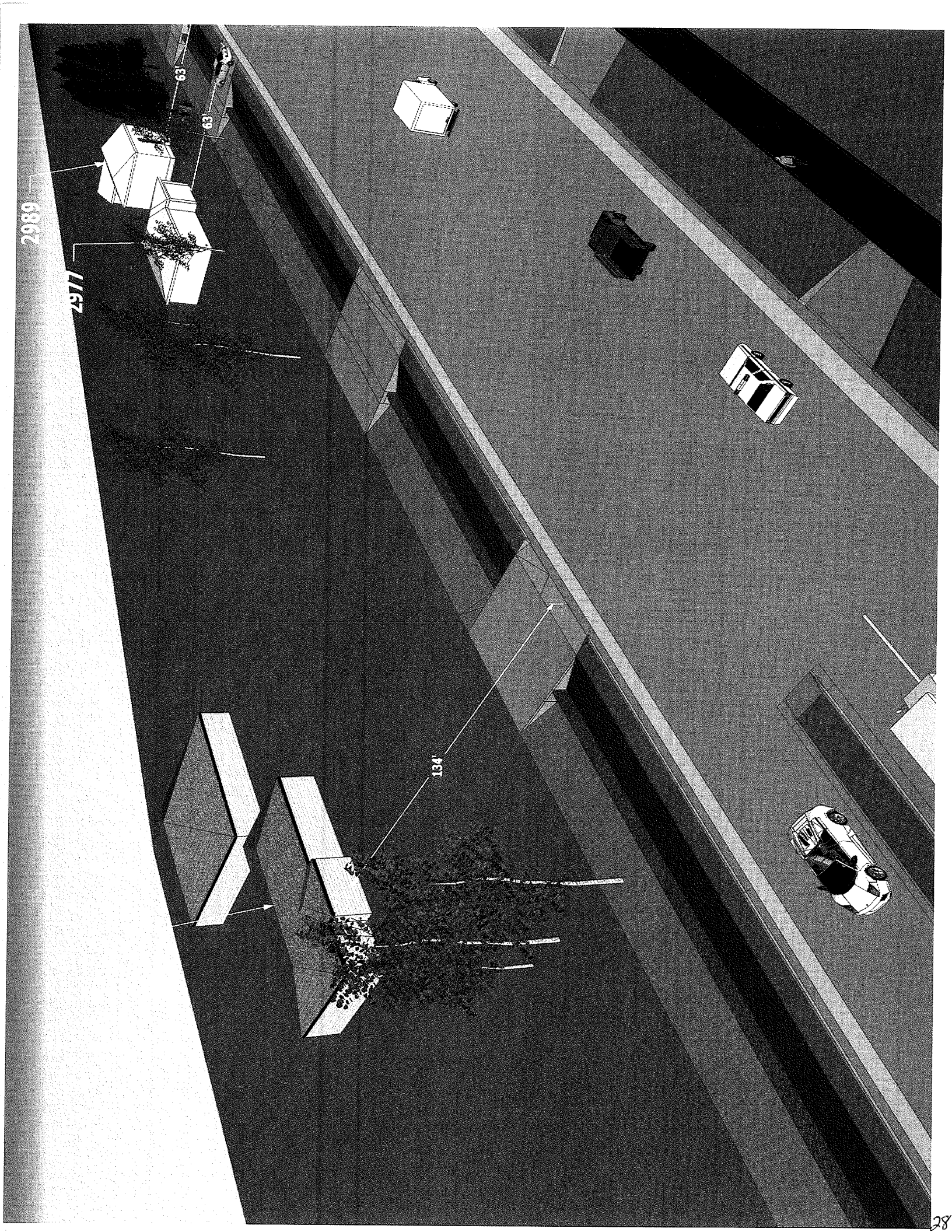
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2890

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68'

2782

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